

ADULT FAMILY HOME ADDENDUM
TO
2006 PURCHASE OF SERVICE CONTRACT

This addendum is hereby incorporated into the existing contract known as the 2006 Purchase of Service Contract, entered into freely and independently by and between Richland County Health and Human Services (hereinafter “Purchaser”) and INSERT PROVIDER NAME Adult Family Home (hereinafter “Provider”).

SCOPE OF SERVICE

Service in an Adult Family Home includes the provision of care and maintenance above the level of room and board, but does not include nursing care.

PROVIDER REQUIREMENTS

1. Provider shall observe and share information regarding a members functioning with Richland County Health and Human Services.
2. Provider shall report any and all suspected abuse allegations (sexual, emotional, physical, etc.) within twenty-four (24) hours of occurrence or knowledge of potential occurrence to Purchaser.
3. Provider agrees to participate with Richland County Health and Human Services in the development of a support plan based upon goals (outcomes) that have been identified by the member. Provider agrees to send a monthly report to the member’s Care Manager indicating the progress being made toward achieving/maintaining the member’s goals, if requested. Furthermore, Provider agrees to fully participate in the ongoing development of program supports, which will promote positive member outcomes. In order to have continuity in implementing the support program, the Adult Family Home Provider agrees to share the support plan with other providers serving the member. Provider agrees to cooperate with Richland County Health and Human Services in following suggestions and recommendations regarding the health and emotional well being of any person(s) placed with Provider.
4. Beyond the basic provisions of room, board, and laundry, Provider shall meet the basic needs of the member, including (generally) a room of his/her own, with his/her own choice of decorations (within reason), three meals daily, clean clothes, access to TV, radio, books, and other available recreational facilities, a reasonable degree of fellowship with family members, transportation to appointments, etc., and such assistance with medications, bathing, dressing, etc., as the individual may require within a normal home and daily living. Provider shall see to it that the member has appropriate clothing, although this expense is the member’s responsibility.
5. The Provider’s home shall provide for physical and emotional privacy for the member. Under this paragraph, “physical and emotional privacy” means reasonable privacy in toileting and bathing; keeping and using personal clothing and possessions; having reasonable privacy in one’s room, or in other personally assigned areas; and being free from searches of personal belongings without the member’s permission or permission of the member’s guardian, unless the Provider has reasonable cause to suspect that the member possesses items which are illegal or prohibited by the Provider and the member is present during the room search.

6. Provider shall provide all members with the opportunity to go to the church of his/her choice, if desired. Provider may be able to make arrangements through other persons if Provider is unable to transport the member.
7. Provider shall report to Richland County Health and Human Services, within seven (7) days, any substantive change in the type or amount of services provided, if the change affects any member who needs the service, a change in household members, a change in the Provider's legal status, including being charged with or convicted of any crime which is substantially related to caring for dependent persons.
8. Provider shall report at once to Richland County Health and Human Services, any accident or unusual sickness of any member or others in the home.
9. Provider shall accept Richland County Health and Human Services' decision to remove a member when it is the opinion of Richland County Health and Human Services that such removal is needed. Likewise, Richland County Health and Human Services, upon Provider's request for removal of a member, will do so as readily as possible
10. Provider shall maintain good physical standards in the Adult Family Home, giving special consideration to safety, light, heat, ventilation, cleanliness, and sanitation in compliance with all local ordinances.
11. Provider shall report immediately to Richland County Health and Human Services, any suspicious marks on the member, including bruises, cuts, or burns that may have been the result of physical abuse, and/or any suspected verbal or psychological abuse by other caretakers (i.e., family members, respite providers, day programming provider). Provider further understands that any allegations of abuse against Provider or any member of the Provider's household shall be investigated and acted upon to the fullest extent of the law.
12. Provider agrees to complete a physical, psychological, and/or alcohol and other drug assessment if Richland County Health and Human Services deems it necessary in order to maintain placements in the home.